

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
100 USDA, Suite 102
Stillwater, OK 74074-2653

For: County Offices

LAA Boundaries Annual Review

Approved by: State Executive Director

**1 Overview****A****Background**

Prior to beginning County Committee elections, County Committees shall review Local Administrative Area (LAA) boundaries to determine if a realignment is necessary to best meet the needs of program and administrative operations in the county. (Reference 15-AO, Rev. 3, paragraph 60.)

B**Boundaries Review**

Annual boundary reviews are to be conducted for the LAA that will be holding an election this year. Counties shall insure realignment changes are made to facilitate the need for equitable representation. LAA changes must be approved by the State Committee (STC).

Disposal

October 1, 2002

Distribution

County Offices

2 Action

**A
COC Action**

County Offices shall:

Review 15-AO (Rev. 3), Part 3, and paragraphs 60-63.

Document the LAA boundary review in the COC minutes.

If changes are proposed by the COC, submit the following to the STC by August 15 in accordance with paragraph 61:

- Local Administrative Area Boundary Report, FSA-582
- County map showing the proposed boundary changes along with a written justification of why boundaries should be changed.

If no changes are proposed in the LAA boundaries, submit a message by e-mail to Penney.Park@ok.usda.gov by August 15 advising that boundaries have been reviewed by the COC and will be remaining the same for the 2002 COC elections.
